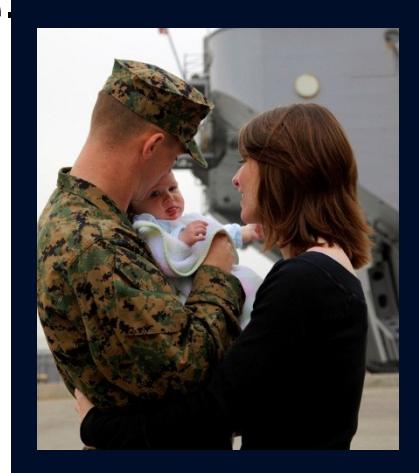




# Before You Take Off

## *Financial Planning for Deployment*

### Pre-Deployment



# Deployment Prep— Questions to Consider



- What important documents do I need to have prepared or updated?
- What financial considerations do I need to review concerning my personal goals, spending plan, savings plan, investments, and Service Member benefits?
- What will happen to my home or apartment and my vehicle while I am deployed?
- How will I communicate with my family while I am away?
- How can I help my family prepare for emergencies in my absence?

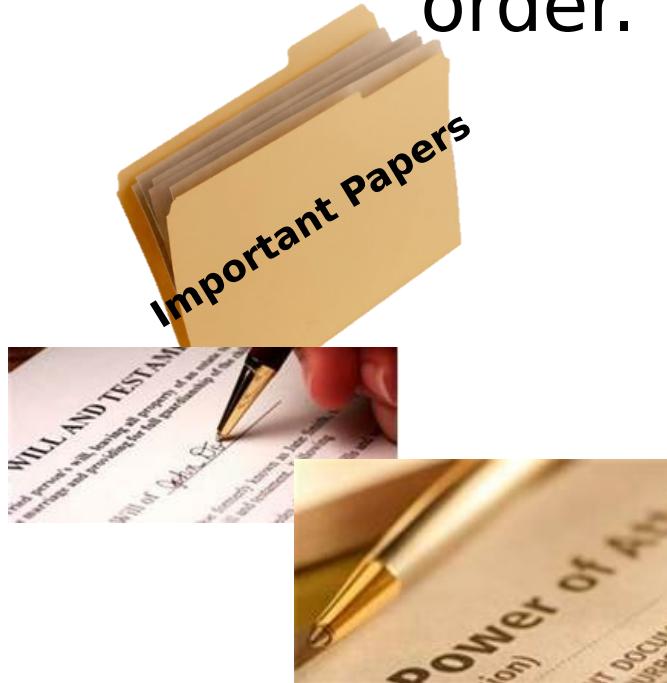
er

Email Address

# Important Documents



Put your legal affairs in order.



- Will
- Advance Medical Directives
- Powers of Attorney (POA)
  - General
  - Specific/Limited

Legal Assistance Free of Charge in Your Area:  
<http://legalassistance.law.af.mil/content/locator.php>

Phone Number  
Email Address

# Important Documents



Record of  
Emergency Data



Account  
Beneficiaries



Service  
Record/Contact  
List



Defense Enrollment  
Eligibility Report  
System (DEERS)



Identification Cards



Spouse Relocation

# Family Care Plan



**Single  
Parents**

**Dual  
Military  
Couples**

**Individu  
als with  
Custody  
or Joint  
Custody**

**Individu  
als  
Respon  
sible for  
Depende  
nt  
Family  
Membe  
rs**

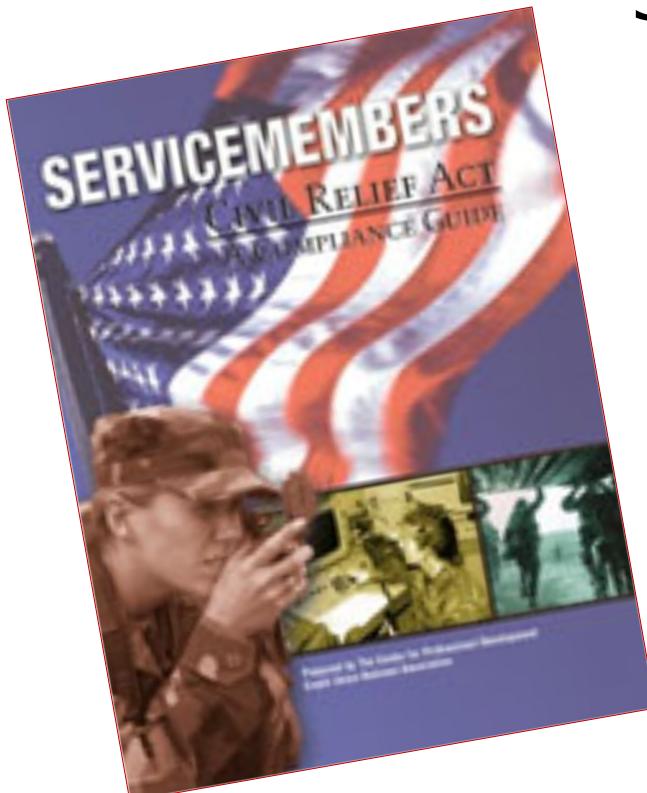
Phone Number  
Email Address

# Family Care Plan



Family Care Plan	
Names and Contact Information	
Provisions for Absences	
Financial Arrangements	
Logistical Arrangements	
Names of those <u>not</u> to be caregivers	
Designated Responsible Person	

# Know Your SCRA Rights



## Servicemembers Civil Relief Act (SCRA)

- 6% cap on debts incurred before active duty
- Temporary stays of civil proceedings
  - Divorce
  - Child Paternity and Support
  - Foreclosure
  - Bankruptcy
- Ability to terminate a lease
- Limited eviction protection

# Financial Preparations: Financial Readiness



## Re-evaluate Your Financial Goals

- Create SMART Goals
  - **Specific**
  - **Measurable**
  - **Attainable**
  - **Realistic**
  - **Timely**

- DoD Savings Deposit Program
- Deployment Spending Plan
- Review Investments
- Avoid Combat Overspending
- Review Combat Zone Service Member Benefits

[http://  
www.military.com/benefits/military-pay/special-pay/combat-zone-tax-exclusions.html](http://www.military.com/benefits/military-pay/special-pay/combat-zone-tax-exclusions.html)

# Financial Preparations: Financial Readiness



With “New Money,” take the opportunity to save!



- Pay Down Debt
- Create Revolving Savings and Safety Savings
- Save for Long-term Goals



# Financial Arrangements: Paying Bills



Financial Responsibilities continue during your deployment.

Plan ahead to take care of bill paying while you

- Spouse or Power of Attorney
- Direct Deposit
- Allotments
- Automatic Bill Pay
- Credit Cards



Follow your Deployment Spending Plan.

# Financial Arrangements: Taxes



## Filing Extensions for Deployed Personnel

- Automatic 60-day filing extension
- Automatic 180-day Combat Zone extension
- 180-day freeze on any IRS Assessments by emailing [combatzone@IRS.gov](mailto:combatzone@IRS.gov)

# Financial Arrangements: Taxes



## Power of Attorney or Spouse--Filing Your Taxes or Asking for Extension

- Prior year's tax returns along with
  - IRS Form 2848 and Power of Attorney to file Joint Tax Return
  - IRS Form 4869 for

### **Tax Assistance:**

Internal Revenue Service

<http://www.irs.gov>

(Search—Military Exclusion Pay)

Military OneSource

[www.militaryonesource.com](http://www.militaryonesource.com)

(free tax prep or questions)

1-800-342-9647

# While You're Deployed



- Online Access to Leave and Earnings Statement
- Protect Your Identity
  - “Active Duty” Alert
  - Credit Freeze
  - Order Free Credit Reports

Credit Bureaus:

- Equifax:  
<http://www.equifax.com>  
1-800-525-6285
- Experian:  
<http://experian.com>  
1-888-397-3742
- TransUnion:  
<http://transunion.com>  
1-800690-7289



# Property Management

Protect Your Assets In Your



## Vehicles

- ✓ Arrange for continued payments
- ✓ Renew registration, tags, inspection
- ✓ Notify insurance company and check on reduced rates
- ✓ Perform maintenance and repairs
- ✓ Locate a storage facility

# Property Management

Protect Your Assets In Your



## Home or Apartment

- ✓ Arrange for continued payments
- ✓ Check credit if subletting
- ✓ Set up scheduled maintenance or lawn care



# Keeping in Touch During Deployment



## Communication Tools

- ✓ Pre-paid Phone Cards
- ✓ Phones
- ✓ E-mail
- ✓ Regular Mail
- ✓ Care Packages



# Preparing for Emergencies



## Develop a Support System:

- ✓ Friends
- ✓ Family
- ✓ Community
- ✓ The Red Cross
- ✓ Military Relief Organizations
- ✓ Car Issues
- ✓ Home Maintenance
- ✓ Finances



## Discuss How to Handle:

- Have on Hand:
- ✓ Up-to-date Contact List
- ✓ Emergency Funds

# Deployment Prep Tools



The image shows the front cover of the "MILITARY Deployment Guide". The cover is white with a dark blue border. At the top, there are three small photographs: a couple looking at a document, a sailor kissing a child, and two military personnel. Below these is a dark blue horizontal bar with the title "MILITARY Deployment Guide" in white. Underneath the title is the subtitle "PREPARING YOU AND YOUR FAMILY FOR THE ROAD AHEAD" in a smaller, dark blue font. At the bottom is another dark blue horizontal bar with the "Department of Defense" seal. At the very bottom, the text "UPDATED FEBRUARY, 2012" is printed.

**Benefits Guide**

Department of Defense

Office of the Assistant Secretary of Defense for Reserve Affairs  
1500 Defense Pentagon Room 2E556  
Washington, DC 20301

10<sup>th</sup> Edition dated September 14, 2012

A large American flag is displayed on a grassy field, constructed from numerous small, individual items, possibly letters or small flags, creating a patchwork effect. In the background, there are brick buildings and trees under a cloudy sky.

# Deployment Prep Tools



## Deployment Checklist

Every deployment is different. Sometimes you barely have time to pack and say your goodbyes. Other times you have weeks to get your affairs in order. You may be on standby alert, never knowing when you will be expected to report – the next day, or the next week.

The following deployment checklists can help you in either situation. Print and carry them with you as you work through your deployment preparations:

- Rapid Deployment Checklist**
- Deployment Preparations Checklist**
- Deployment Documents and Records Checklist**

### RAPID DEPLOYMENT CHECKLIST

When the nation calls, our service men and women are the first to respond. Because we understand the circumstances you experience during this difficult time, we have identified four immediate steps you should address prior to departure:

- Prepare a will.
- Complete a power of attorney so that someone you trust can conduct business on your behalf while you are away or designate someone to make health care decisions on your behalf.
- Register for online access to your accounts. Obtain PIN numbers and passwords as needed.
- Establish automatic payment plans to have your bills paid.

Excerpt from USAA Deployment Guide ©2009. DIO 101082.

**FOR DEPLOYMENT ASSISTANCE: CALL USAA at 1-877-2DEPLOY (33-7569).**

### DEPLOYMENT CHECKLIST

NOTES

This handy checklist can help you tie up any "loose ends" prior to your deployment. We've also provided worksheets where you can record important information. For a complete checklist, refer to the official deployment packet provided by your base.

**LEGAL**

- Write or update wills.
- Establish Power of Attorney.

**FINANCIAL**

- Record credit union or bank information.
- Register checking and savings account numbers, along with Web access ID and password (see "Important Account Numbers" worksheet).
- Record card numbers and card companies' phone numbers (see "Important Account Numbers" worksheet).
- Speak with your employer about:

  - Notify them that debit/credit cards will be used overseas.
  - Ask to be put on Deployment Alert, which will help us serve you better.
  - Set up Direct Deposit.
  - Set up automatic payment history.
  - Set up an automatic payment plan like Navy Federal's Optional Overdraft Protection Service (ODPS).
  - Set up emergency savings account.
  - Notify Navy Federal about Payment Protection Plan (PP) and Guaranteed Asset Protection (GAP), which can help with payments should something unexpected occur.
  - Notify credit card companies to expect overseas use of your card.
  - Ask creditors if they offer deployment benefits.
  - Inquire about the Servicemembers Civil Relief Act.

- Review current and future investment strategies.
- Record bank information.
- Record account numbers and contact information (see "Important Account Numbers" worksheet).
- Enroll in the Thrift Savings Plan (TSP) or speak with a Navy Federal Financial Advisor at 1-877-333-5333.
- Sign LES release, allowing your spouse access.
- Set a budget for home and deployment expenses.
- List loan due dates, addresses, phone numbers, ID, and password (see "Important Account Numbers" worksheet).
- List utility due dates, addresses, phone numbers, ID, and password (see "Important Account Numbers" worksheet).
- Establish who will manage the budget and how withdrawals and expenses will be recorded.

**NAVY FEDERAL Credit Union**  
Formerly known as USAA. © 2011 Navy Federal MC2010A-01-01

# Deployment Prep Tools



**SCRA Checklist**  
The Servicemembers Civil Relief Act (SCRA) protects persons serving on active duty from adverse consequences to their legal rights that may result from such service. Some SCRA protections apply to reservists and guardmen called to serve on active duty. Other protections apply to members who have always been on active duty while some protections apply to military dependents. This checklist will assist legal practitioners in ascertaining if specific protections apply to you. If so, you must take action either before or during your activation to be afford some protections, while other protections allow you to take action within 30 to 180 days after completing an active duty assignment.

#### CHECK ALL THAT APPLY

- Administrative or Court Proceeding:** Are you involved in an administrative proceeding of any kind or a civil court case that you wish to postpone while serving on active duty or within 90 days after completing an active duty assignment?
- Automobile Lease:** Do you wish to terminate an automobile lease that was entered into before: (1) being called to active duty for a period of 180 or more days; or (2) receiving orders for a permanent change of duty station outside the U.S.; or (3) from a state outside CONUS to a state outside that state; or (4) deploying with a military unit for 180 days or more?
- Rental Lease:** Do you wish to terminate a rental lease that was entered into before: (1) being called to active duty; (2) receiving orders for a permanent change of duty station; (3) deploying with a military unit for 90 day or more; or (4) separating or retiring from the military?
- Contracts:** Is a creditor threatening to terminate an installment contract for the purchase, lease or bailment of real or personal property, such as an automobile, that you entered into before serving on active duty?
- Eviction:** Are you or your dependents being threatened with eviction from your primary residence while serving on active duty?
- Foreclosures and Forced Sales:** Is a mortgagor or lien holder attempting to foreclose a mortgage or enforce a lien on property you acquired before serving on active duty?
- Interest Rates:** On purchases you made before serving on active duty, are you paying an interest rate of over 6%—including credit cards and mortgages but not student loans?
- Insurance:** Are you having difficulty paying private professional, health or life insurance premiums, or has your insurance been terminated, while on active duty?
- Judgments:** Has a court judgment been entered against you while on active duty, or do you anticipate that a judgment might be entered against you while on active duty?
- State & Federal Income Taxes:** Are you having difficulty paying income taxes while on active duty? Are you paying state taxes based on your military income or other property, such as a car, to a state other than your home state of legal residency?

## MyHELPList

Information and Assistance for Military Service Members And Their Families During Tough Economic Times



#### MILITARY RESOURCES Our Best Online Portals, Call Centers and Locator Services!

**Military OneSource**  
24/7 call center. You name it. We can help!  
1-800-342-9647  
[www.MilitaryOneSource.com](http://www.MilitaryOneSource.com)

**Deployment Health & Family Readiness Library**  
Online deployment cycle support resources written in "plain English."  
<http://DeploymentHealth.library.fhp.osd.mil>

**MilitaryHOMEPFRONT**  
DoD programs, policies, news and events.  
[www.MilitaryHomefront.dod.mil](http://www.MilitaryHomefront.dod.mil)  
[www.MilitaryInstallations.dod.mil](http://www.MilitaryInstallations.dod.mil)

**Wounded Warrior Resources**  
Ensures wounded, ill or injured receive support throughout all phases of recovery.  
[www.WarriorCare.mil](http://www.WarriorCare.mil)

**Joint Family Resource Center (JFRC)**  
No-cost, on-demand, confidential counseling and referral services, educational programs and materials to support command sponsored deployment, personal finance and transition programs. Command leaders should call:  
1-888-256-9920  
<http://jfscap.mhf.dod.mil/request>

**National Resource Directory**

[www.NationalResourceDirectory.org](http://www.NationalResourceDirectory.org)

**Joint Family Support Assistance Programs (JFSAP) for Guard and Reserve**  
For state JFSAP staffs, regional coordinators and other key points of contact, call:  
1-800-342-9647 or 240-370-4327  
[www.GuardFamily.org](http://www.GuardFamily.org)  
[www.DefenseLink.mil/ra](http://www.DefenseLink.mil/ra)

**Marine Corps Wounded Warrior Regiment**  
1-877-4USMCWW / 1-877-487-6299

**Navy Safe Harbor** (via Military OneSource)  
1-877-746-8563

**Air Force Wounded Warrior (AFW2)**

1-800-581-9437

**Transition Assistance Advisers (TAAs)**  
**TurboTAP.org**  
Personal finance, transition assistance and benefits information. Veterans benefits counseling, information, assistance and community referrals. [www.TurboTAP.org](http://www.TurboTAP.org)

**Wounded Warrior Resource Center**  
[www.WoundedWarriorResourceCenter.com](http://www.WoundedWarriorResourceCenter.com)  
1-800-342-9647

1-800-342-9647 | [MilitaryOneSource.com](http://MilitaryOneSource.com)

# Summary



DoD Module “Before You Take Off—Financial Planning for Deployment” provided information on the following topics:

- Important Documents to update or prepare
- Financial Preparation
- Property Management
- Communication
- Emergency Preparation
- Tools to help you Prepare



If you have any questions or need further assistance for pre-deployment planning, visit your Command Financial Specialist or any of the resource websites available to you.

Before You Take Off  
Financial Planning for  
Deployment



Question  
s?

# Information Sources



Information for this presentation came from the following sources:

SaveAndInvest.org



**Military.com**



*Military OneSource:* [www.militaryonesource.mil](http://www.militaryonesource.mil)

*Military.com:* [www.military.com](http://www.military.com)

*Defense Finance and Accounting Service:*  
[www.dfas.gov](http://www.dfas.gov)

*Internal Revenue Service:* [www.irs.gov](http://www.irs.gov)

*Federal Trade Commission:* <http://www.ftc.gov>

*Military4Life:* [www.military4life.com](http://www.military4life.com)

*SaveandInvest.org:* [www.saveandinvest.org](http://www.saveandinvest.org)